



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

August 19, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
FIRE STATION 114 MODULAR HOUSING REPLACEMENT
COMMUNITY OF LAKE LOS ANGELES
CATEGORICAL EXEMPTION; APPROVE APPROPRIATION
ADJUSTMENT; APPROVE PROJECT BUDGET
SPECS. 6979; CAPITAL PROJECT NO. 70970
(FIFTH DISTRICT) (3 VOTES)**

SUBJECT

Establishment of Capital Project No. 70970 for the Fire Station 114 Replacement Project; approval of the project budget and appropriation adjustment to fully fund the project; and authorization to award consultant agreements.

JOINT RECOMMENDATION WITH THE FIRE CHIEF THAT YOUR BOARD:

1. Find the Fire Station 114 Modular Housing Replacement project categorically exempt under the California Environmental Quality Act.
2. Establish Capital Project No. 70970 for the Fire Station 114 Modular Housing Replacement Project.
3. Approve the appropriation adjustment to transfer \$181,000 from the Consolidated Fire District's Accumulated Capital Outlay Fund, Services and Supplies Appropriation, to be distributed as follows: \$174,000 to the Fire District Accumulated Capital Outlay Fund, Fire Station 114 Modular Housing Replacement Project, Capital Project No. 70970, and \$7,000 to the Fire

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

District Accumulated Capital Outlay Fund, Other Financing Uses for the Civic Art Program Fee.

4. Approve the \$981,000 total project budget for the Fire Station 114 Modular Housing Replacement Project, Capital Project No. 70970.
5. Approve the project and authorize the Acting Director of Public Works to manage and deliver the project. Delegate authority to the Acting Director of Public Works to manage and deliver construction of the Fire Station 114 Modular Housing Replacement Project; to award and execute consultant agreements, amendments, and supplements related to this project within the same authority and limits delegated to the Acting Director of Public Works by your Board for County projects; to accept the project; and to release retention upon acceptance.
6. Authorize the Acting Director of Public Works to procure the services of a Board-approved Job Order Contract vendor to perform all pertinent site work.
7. Approve the purchase of a new modular building for the Fire Station 114 Modular Housing Replacement Project through the Internal Services Department using the County agreement vendor, Design Space, for the estimated amount of \$371,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize the Department of Public Works (Public Works) to demolish and replace the existing modular building (kitchen, day room, dormitories, office, and bathroom) at Fire Station 114 located at 39939 170th Street East in the unincorporated community of Lake Los Angeles.

The existing Fire Station 114 is comprised of a 1,000 square foot modular building, which serves as living quarters for the fire station, and two freestanding apparatus buildings. The modular building was first installed in the early 1980s and is currently in an advanced state of disrepair. The Fire District proposes to replace the existing modular building with a new 1,800 square foot modular building in its ongoing effort to enhance life-safety services for the surrounding community. The new building includes five individual dormitory rooms, two showers (one Americans with Disabilities Act accessible), a kitchen, dining room, day room, and public accessible office.

On July 13, 2007, the Fire District executed a contract with William Loyd Jones Architect (William Jones) to provide plans and specifications for the Fire Station 114 Modular

Housing Replacement Project. William Jones was competitively procured through a Board-approved as-needed architect/engineer design services agreement managed by the Fire District. Plans and specifications are now completed.

Public Works will request that the Internal Services Department (ISD) procure the new modular building and an interim building (to house the firefighters during construction) through one of ISD's County agreement vendors, Design Space. All pertinent site work (the rerouting of existing utilities, modifications to the existing foundation, modifications to the hardscape/landscape, and the demolition of the existing modular building) will be carried out using a Board-approved Job Order Contract (JOC).

Sustainable Design Program

The project supports your Board's Sustainable Design Program by using energy efficient light fixtures with light sensor controls and photocells for outdoor lighting. There will be savings due to a reduction in electricity usage as a result of the sustainable building elements included in the design. The project will also use water-efficient fixtures in the restrooms. This will result in a reduction in the amount of potable water used.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. It also directs that we ensure Children and Families' Well-Being (Goal 5) by enhancing the ability of families to live in safe, stable, and supportive communities. We are also directed to improve Community Services (Goal 6) by offering a wide range of services responsive to each community's specific needs. This project helps to achieve these goals as it is an investment in public infrastructure which will benefit the community of Lake Los Angeles by improving the Fire District's ability to respond to local emergencies.

FISCAL IMPACT/FINANCING

The total project cost estimate is \$981,000, including the preparation of plans and specifications, plan check fees, construction, change orders, consultant services, miscellaneous expenditures, Civic Art allocation, and County services. The Project Schedule and Budget Summary are included in Attachment A.

The attached appropriation adjustment (Attachment B) transfers \$181,000 from the Consolidated Fire District's Accumulated Capital Outlay (A.C.O.) Fund, Services and

Supplies Appropriation, to be distributed as follows: \$174,000 to Capital Project (C.P.) No. 70970 and \$7,000 to the Fire District A.C.O. Fund, Other Financing Uses, for the Civic Art Program Fee. Following your Board's approval of the appropriation adjustment, sufficient funding will be available in C.P. No. 70970 to fully fund the project. The project is funded by the Fire District A.C.O. Fund.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

William Jones was competitively procured through a Board-approved as-needed architect/engineer design services agreement to prepare plans and specifications for the Fire Station 114 Modular Housing Replacement Project (Fire District Contract 75074).

The new modular building will be procured through an ISD County agreement vendor. All necessary site work will be carried out by a Board-approved JOC.

As required by your Board, the project cost includes one percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

The request complies with the County Equipment Policy that the Board approved on October 16, 2001, which requires Board approval prior to a department's purchasing/financing equipment with a unit cost of \$250,000 or greater.

ENVIRONMENTAL DOCUMENTATION

The proposed Fire Station 114 Modular Housing Replacement Project has been reviewed and determined to be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with State CEQA Guidelines, Sections 15301 (a), (d), and (e), 15302 (c), and 15303 (c), and the County of Los Angeles Environmental Procedures and Guidelines, Class 1, adopted by your Board on November 17, 1987. The project consists of the purchase and installation of a new modular building crew quarters to replace the deteriorated existing modular building crew quarters at the same location and with substantially the same capacity as the structure replaced. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

The acquisition of equipment is under the statutory authority of the County purchasing agent and will be accomplished in accordance with the County's purchasing policies and procedures established by ISD.

IMPACT ON CURRENT SERVICES OR PROJECTS

There will be no negative impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted, stamped copy of this letter to the Chief Executive Office, Capital Projects Division; Department of Public Works, Project Management Division II; Civic Arts Commission; and Fire District.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

for 
P. MICHAEL FREEMAN
Fire Chief

WTF:PMF:DDE:DL
JSE:DJT:SW:zu

Attachments

- c: County Counsel
- Auditor-Controller
- Civic Arts Commission
- Department of Public Works
- Fire District
- Internal Services Department
- Office of Affirmative Action Compliance

August 19, 2008

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS:
FIRE STATION 114 MODULAR HOUSING REPLACEMENT
COMMUNITY OF LAKE LOS ANGELES
CATEGORICAL EXEMPTION; APPROVE APPROPRIATION
ADJUSTMENT; APPROVE PROJECT BUDGET
SPECS. 6979; CAPITAL PROJECT NO. 70970
(FIFTH DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Design Construction Documents Jurisdictional Approvals	Completed 10/14/08
Construction Substantial Completion Acceptance	04/08/09 05/26/09

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Land Acquisition	\$0
Construction	
Modular Building	\$371,000
Job Order Contract (Site Work)	\$179,000
Low Bid Construction Contract	\$0
Change Orders (10%)	\$55,000
Departmental Crafts	\$0
Youth Employment	\$0
Construction Consultants	\$0
Misc. Expense	\$0
Telecomm Equip – Affixed to Building	\$0
Civic Art	<u>\$ 7,000</u>
Subtotal	\$612,000
Programming/Development	\$0
Plans and Specifications	\$148,000
Consultant Services	
Deputy Inspection	\$20,000
Site Planning	\$0
Hazardous Materials	\$0
Geotech/Soils Test	\$0
Material Testing	\$15,000
Cost Estimating	\$0
Topographic Surveys	\$0
Construction Management	\$0
Construction Administration	\$0
Environmental	\$0
Move Management	\$0
Equipment Planning	\$0
Legal	\$0
Contract/Change Order	\$0
Other	<u>\$ 4,000</u>
Subtotal	\$39,000
Miscellaneous Expenditures	
Printing	\$3,500
Miscellaneous	<u>\$3,500</u>
Subtotal	\$7,000

II. PROJECT BUDGET SUMMARY

Jurisdictional Review/Plan Check/Permit Building and Safety Plan Check	\$9,500
County Services	
Code Compliance Inspection	\$42,500
Quality Control Inspection	\$0
Design Review	\$0
Design Services	\$0
Contract Administration	\$15,000
Project Management	\$91,000
Project Management Support Services	\$7,000
ISD Job Order Contract Management	\$0
DPW Job Order Contract Management	\$0
ISD ITS Communications	\$0
Project Security	\$0
Project Technical Support	\$6,500
Office of Affirmative Action	\$3,500
County Counsel	\$0
Other	\$0
Sheriff Job Order Contract Management	\$0
Design Services	\$0
Subtotal	\$165,500
Total	\$981,000

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT
DEPARTMENT OF FIRE

DEPT'S. 390-02
No.August 6, 2008
19

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3-Vote

Fiscal Year 2008-09

Summary Total:

Sources:

\$ 188,000

Uses:

\$ 188,000

The Appropriation Adjustment is necessary to fund Fire Station 114s Modular Housing project and its Civic Art Program Fee.



Theresa Barrera, Chief, FMD

CHIEF ADMINISTRATIVE OFFICER'S REPORT

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

33 AUG 19 2008


SACHI A. HAMAI
EXECUTIVE OFFICER

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR—

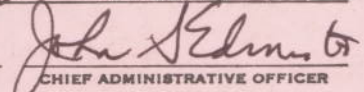
ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

August 7 2008


CHIEF ADMINISTRATIVE OFFICER
APPROVED (AS REVISED):
BOARD OF SUPERVISORS

19

AUDITOR-CONTROLLER BY



No. 018

August 7 19 2008

BY

DEPUTY COUNTY CLERK

33 AUG 19, 2008

SEND 6 COPIES TO THE AUDITOR-CONTROLLER

Attachment Ia

**3-Vote
Fiscal Year 2008-09**

SOURCES:

USES:

✓ ACO Fund – Consolidated Fire Protect District
Services & Supplies
✓ J13-FR-2000-50099
Decrease Appropriation
\$ 181,000

Civic Art Special Fund
Countywide Various Projects
B14-BS-96-9911-40050
Operating Transfer in
Increase Revenue
\$ 7,000

ACO Fund- Consolidated Fire Protect District
Fire – FS 114 New Modular Housing
Buildings & Improvements
✓ J13-CP-6014-65033-70970
Increase Appropriation
\$ 174,000 ✓

Consolidated FPD-ACO
Other Financing Uses
✓ J13-FR-6100-50099
Increase Appropriation
\$ 7,000 ✓

✓ Civic Art Special Fund
Countywide Various Projects
✓ B14-BS-6100-40050
Other Financing Uses
Increase Appropriation
\$ 1,000

✓ Civic Art Special Fund
Countywide Various Projects
B14-BS-2000-40050
✓ Services & Supplies
Increase Appropriation
\$ 6,000

BA # 018 Karu Shikuma 8/7/08